

STATE OF MICHIGAN



JOHN ENGLER, Governor

DEPARTMENT OF ENVIRONMENTAL QUALITY

"Better Service for a Better Environment"

HOLLISTER BUILDING, PO BOX 30473, LANSING MI 48909-7973

INTERNET: www.deq.state.mi.us

RUSSELL J. HARDING, Director

REPLY TO:

STORAGE TANK DIVISION
TOWN CENTER
PO BOX 30157
LANSING MI 48909-7657

June 5, 2000

IM-22

TO: Storage Tank Owners/Operators and Interested Parties

FROM: Paula M. McAllister, Financial Manager, Storage Tank Division

SUBJECT: Annual Invoicing and Certification Process

This informational memorandum has been prepared to explain the Storage Tank Division's (STD) process used to invoice owners/operators (O/Os) for tank fees and for the issuance of certificates.

ESTABLISHING A TANK FEE FOR AN UNDERGROUND STORAGE TANK

In accordance with Section 324.21102 (1) of Part 211, Underground Storage Tank Regulations, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, an O/O must register an underground storage tank (UST) facility and the registration should be accompanied by a check of \$100 for each UST listed. The facility will then be assigned a billing code which designates the month that invoices will be issued by the STD each year for that facility. The STD has nine (9) billing codes for the Underground Storage Tank Program and one (1) billing code for the Aboveground Storage Tank Program.

If an O/O adds a tank to an existing facility, the O/O must revise the facility's registration, notifying the STD of the change. The O/O must also remit \$100 for each new tank. The facility will retain its original billing code.

If an O/O removes a tank, they must notify the STD of the tank removal. The STD will discontinue billing the O/O for their tank after notification has been received. If the notification is received prior to issuance of the yearly invoice, the O/O will not be billed for the current year. However, if the O/O notifies the STD after the invoice has been generated, the O/O is responsible for the current year's invoice regardless of when the tank was removed.

The O/O is given 45 days to pay the UST fee. After 45 days, the STD will issue a second invoice. The second invoice is given the same due date as the original invoice. While the STD does not assess fines or late penalties for invoices that are not paid timely, the O/O will not receive their yearly certificate, and the tank may be red tagged, thus prohibiting the delivery of regulated substances to that underground storage tank.

UNDERGROUND STORAGE TANK CERTIFICATE

Each UST facility should have an annual certificate displayed so that product haulers can verify the number of tanks at a facility. In accordance with Section 21110 (1) of Part 211, "a person

shall not knowingly deliver a regulated substance into an underground storage tank system that is not registered under this part."